

D.R. n. 000950

Faculty of Economics

PUBLIC NOTICE ACADEMIC YEAR 2011/2012

MASTER OF FIRST LEVEL IN

“EUROPEAN AND INTERNATIONAL POLICIES AND CRISIS MANAGEMENT”

DIRECTOR: Prof. Maurizio Boccacci Mariani

Master code number: 14382

THE RECTOR

WHEREAS Law n. 341 of 19 November 1990;

WHEREAS Ministerial Decree 22 October 2004 n. 270;

WHEREAS Articles 3, 5, 18 and 19 of the Sapienza University Didactic Regulation (first part) issued on 3 June 2008 with Rectoral Decree n. 000547;

WHEREAS The Regulation D.R. n. 000502 of 20 May 2010 for founding, activating and managing University Master courses, High Formation and Formation courses;

WHEREAS The resolution of the Academic Senate dated 15/09/2011, with which the Master has been founded;

WHEREAS The resolution of the Academic Senate dated 07 June 2011, with which the formation offer of Sapienza University for the a.y. 2011/2012 has been approved;

DECREES

The activation of the University First Level **Master** in **“European and International Policies and Crisis Management”**, to be given in the English language, in the Faculty of Economics, at Sapienza University of Rome, for the a.y. 2011/2012.

1 – Goals

The First Level Master course on **“European and International Policies and Crisis Management”** held in the English language, is designed to provide postgraduate professionals with specific qualifications for prevention and operational management in crisis situations, as well as in various aspects of security and human rights. It also provides the students with the preparation necessary for the participation in projects of national and international cooperation carried out by various organisations and no-profit bodies, as well as with the professional know-how necessary for the operational management of regional, national and international institutions, for policy-making and good governance in public, private and no-profit organisations.

2 - Admission

Candidates with an adequate level of English language knowledge, may participate in the Master if they are holders of any three year degree or a title obtained out of Italy which is considered equivalent to a university degree.

2.1 - Admission of foreign students

Holders of titles (Degrees) released by non-Italian Higher Education Institutions may be admitted to the Master after prior evaluation of their cultural coherence regarding the admission to the course and/or in the frame of inter-university agreements of cooperation and mobility made by the Master's Scientific and Didactic Commission.. **Foreign students cannot be admitted "with reservation"**, because they must be holders of the degree by the deadline of the application. The title obtained in a foreign country must correspond to the Degree level required for the Master's admission. The **"declaration of value"**, released by the Italian Diplomatic Authority in the country where their Degree was issued (it is important to evaluate if the title presented by the candidate is valid for admission) must be annexed to the admission form as explained in the following paragraphs.

2.1.1 – Participation of community citizens wherever resident, Italian citizens holders of a title of study issued out of Italy and non-community citizens regularly staying in Italy.

Candidates who are a) community citizens, no matter where they reside, b) Italian citizens holders of a title of study issued out of Italy, and c) non-community citizens regularly residing in Italy, present the application directly to EuroSapienza annexing their diploma, duly translated into Italian and legalised, as well as the declaration of value released by the Italian Diplomatic Authority in the country where the title was issued. The declaration of value is needed to evaluate if the title allows admission to the specific Master level. In most cases, the Bachelor Degree is an academic title which allows access only to First Level Masters .

2.1.2 – Participation of non-community citizens residing abroad

Non-community citizens residing out of Italy may present the application to participate in the Master only if they have previously presented the application and the diploma to the Italian Diplomatic Authority abroad, which will send them to the University. **If the declaration of value is not presented the Master Office will not be able to print out the payment forms and the Master diploma.** In most cases, the Bachelor Degree is an academic title which allows access only to First Level Masters.

2.2 – Qualified Admission "with reservation"

Graduating candidates can be admitted "with reservation" to the selection and they must inform the Master's office as soon as they get the title within:

- 22 December 2011 for students coming from other Italian universities (art.8 comma 4 General Study Programme)
- 18 January 2012 for students coming from Sapienza University with a Bachelor (art.8 comma 4 General Study Programme)
- 31 January 2012 for students coming from Sapienza University with a Master of Science or Arts (art.8 comma 4 General Study Programme)

Students admitted with reservation cannot participate in competitions for scholarships based on the admission evaluation list.

2.3 - Admission of students sitting in on lessons

Holders of a university title, as of art. 2 of this notice, who would like to deepen specific Master subjects and enrich their professional preparation may be admitted as **"Students sitting in on lessons"** to attend Master modules (up to 20 university formative credits). At the end of the chosen modules, participants will obtain an attendance certificate by the Master Director.

3 – Duration and number of available posts

The Master course lasts one year. The maximum number of participants is fixed at 30 and 12 students is the minimum number of registered students required to activate the Master.

4 – Incompatibility

The contemporary registration to courses of study, of the same or another level, of Italian or foreign Universities or Higher Education Institutions is not allowed. However, courses of Professional Formation are compatible.

5 – Organisation of formation activities

The course is taught entirely in English and it has an interdisciplinary nature.

The formative activity is equivalent to 1500 hours of study, of which, at least 300 hours are classes, and 250 hours are final exams (including the thesis). The other hours are dedicated to individual study and an Internship (or alternative activity assigned by the Scientific and Didactic Committee).

The annual Master teaching activity is organised in modules, in which issues inherent to specific professional profiles, taking into account their constant evolution, are taught. In the following, the number of credits of each formative activity and the final exam are reported:

DIDACTIC ACTIVITIES	UNIVERSITY FORMATIVE CREDITS
Module 1 - European Integration Policies Contents: The European integration process, including the Single market and the community economic policies, is studied. Laboratory activities will introduce the participants to the methodology, techniques for data analyses, and European information.	5
Module 2 – European Online Information Contents: Analysis of European databases, in particular Eurostat, structural and Europe 2020 indexes through laboratory activities for access to European data and information and computation.	4
Module 3 - Geopolitics Contents: International relations among States, geopolitical and global security issues are studied. Issues concerning geopolitics of energy, environment, and their implications on world security are also considered. The geoeconomic and geopolitical perspectives of some States are deeply analysed.	5
Module 4 - International organisations and international relations Contents: Moving from the theory and history of international relations, in this module foreign policy, international cooperation and international organisations, as well as the relationship between State and globalisation are considered. Elements necessary to understand and manage issues concerning the international dimension of political, economic and social problems are also given.	5
Module 5 – Economics Contents: The economic system and the related flows of money, goods and services are studied in relation to the financial markets. The consequences of the international financial crisis on national economies, the fragmentation of production, multinational enterprises and global public goods are studied. Economic instruments to compare different health systems are also given.	5

Module 6 - Institution building and related project management Contents: The module is composed of two parts. The first, on “project management”, deals with planning, writing and managing European and international projects. The second part, “institution building”, mainly concerns public and institutional issues regarding the constitution and reform of democratic institutions in developing countries.	4
Module 7 - Humanitarian affairs and human rights legislation Contents: This module deals with the promotion, protection and monitoring of human rights (in particular, the protection of economic and social rights, including the freedom of expression and religion, and the fight against terrorism in community law). Humanitarian action and international cooperation, as well as prevention, management and the mediation of conflicts are also studied.	4
Module 8 - Crisis prevention and management Contents: Instruments, techniques and methods for prevention, assistance and relief in crisis situations and emergency scenarios are considered. In particular, issues regarding the prevention and management of natural catastrophes and human-made crises, as well as the interventions necessary to sustain States and international organisations are studied.	4
Module 9 - Environmental sustainability Contents: Aspects regarding environmental sustainability and issues concerning sustainable development (such as Agenda 21: objectives and implementation modalities) are studied. Issues concerning environmental risks and energy are considered. The instruments for a correct environmental data retrieval and management are also given.	4
OTHER ACTIVITIES	
Internship	10
Final Project Work	10
TOTAL	60

At the end of each didactic module intermediate written or oral tests or multiple response tests will be carried out to assess the level of learning achieved by the participants. The final evaluation (in 110), is made on the basis of an average (weighted with the respective credits) of the grades obtained in each module and the evaluation of the specialised formation. The didactic activities will be carried out in Rome at the Faculty of Economics, Via del Castro Laurenziano 9, or in the offices of institutions that are partners of Sapienza. The internships will be carried out in national or international public or private organisms in areas related to the Master. A partial list of the principal structures offering internships is available at: www.eurosapienza.it.

The Master’s course will begin on **16 January 2012** and end in July 2012. The other activities will end within December 2012.

Attendance is obligatory and must be certified by the participant’s signature. The maximum number of hours absence allowed is 25% of the total number of class activities. If the absence is greater than allowed the candidate cannot obtain the Master Degree.

In the case of scarce attendance or profit or unacceptable behaviour, the Master Scientific and Didactic Commission may decide to suspend or exclude the participant from attendance. In such cases, the fees already paid will not be reimbursed.

6 – Participation modalities

In order to participate in the admission competition, candidates must comply with the following modalities:

6.1 – Registration with the Infostud information system

In order to present the application, Master candidates must previously register on the information system of the University of Rome Sapienza by following the instructions on the website: www.uniroma1.it/studenti/infostud.

At the end of the registration, the system will release a matriculation number which must be reported in the application form. If the candidate is already registered as a student of Sapienza, he/she must not register again, but must indicate his/her previous matriculation number in the application form.

For any information regarding the registration, it is possible to contact the CIAO:

Place: P.le Aldo Moro, 5 - Rectorate of the University (opposite the Aula Magna).

Open: Monday-Friday from 9.30 a.m. to 5 p.m.

e-mail: ciao@uniroma1.it

Website: www.uniroma1.it/ciao

6.2 – Selection fee and Tax

Candidates must pay a selection fee of € 35.00 plus a tax of € 14.62 which can be paid in any bank office of Unicredit Banca di Roma before and **within December 12, 2011 (deadline for admission to the Master's course)**.

In order to make this payment, candidates must get in advance the personalised form that can be obtained at: www.uniroma1.it/studenti/infostud, at “TASSE” – PROVA DI ACCESSO - write the Master's code number: 14382 - AVANTI - STAMPA. This form must be printed to pay the total amount of € 49.62 at any bank office of Gruppo UniCredit – Banca in Italy.

The payment of € 49.62 might be also made by credit card on the internet

<http://www.uniroma1.it/studenti/tasse/pagamenti.php>. The receipt of this payment must be annexed to the application form.

If the number of applicants is less than 20, the selection will not be made and the selection fee of € 35.00 will be reimbursed (the tax of € 14.62 is not reimbursable) on written request sent by the Master Director to the University Master Office.

6.3 – Presentation of the application

The application to the Master must be written on the form annexed to this notice (Appendix 1).

Candidates, together with the application form, **must** annex the following documents:

1. Photocopy of a valid identity document, duly signed and easy to read (ID card- driving license- passport);
2. One photo;
3. Photocopy of the Italian Tax Code;
4. Photocopy of the receipt of the payment of the fee to participate in the selection;
5. Photocopy of the Degree Certificate (with indication of the date in which it was obtained, the grade, and the transcript of the exams sustained with indication of the related grade/marks);
6. **Only if the Degree was not issued in Italy:** Photocopy of the Declaration of value of the Degree released by the Italian Embassy in the Country where the Degree has been issued;
7. Curriculum of the studies and professional activities;
8. Declaration of consent to the use of personal data;
9. Any other documents or title useful for the evaluation in the selection process;
10. Any professional activities relevant to the Master's course.

The application form must be signed by the candidate.

The application form duly filled in, together with the related documents listed in 6.3, must be handed in or sent by courier or “Postacelere” or registered mail not later than **December 12, 2011** to the Master Director Prof. Maurizio Boccacci Mariani at the following address:

Secretariat of the Master in European and International Policies and Crisis Management

EuroSapienza, Via del Castro Laurenziano 9, 00161-ROMA.

No postal stamp is valid.

The application may be handed into EuroSapienza on Mondays, Wednesdays and Fridays from 10 to 12 a.m.. at the Secretariat of the Master in European and International Policies and Crisis Management

EuroSapienza, Via del Castro Laurenziano 9, 00161-ROMA.

Applications arriving after December 12, 2011 cannot be accepted.

7 – Selection process

Admission to the Master is given after positive evaluation of the Diploma and its validity. Candidates without a university degree cannot be admitted to the Master; the equivalence of the titles issued out of Italy is made on the basis of the “Declaration of value”. Candidates must have all the needed requisites at the deadline for applications and the “Declaration of value” must be annexed to the application.

An interview on general culture and knowledge of foreign languages and in particular the English language, is foreseen. The interview will take place on 19 December 2011, at 3 p.m. in classroom XIII in the Faculty of Economics, Via del Castro Laurenziano 9, Roma.

The candidates will be assessed by a Commission elected by the Master Scientific and Didactic Council.

At the end of the selection the Commission will issue the list of merits of the candidates which will be published not later than **31 December 2011** on the *EuroSapienza* newsboard, on the website www.eurosapienza.it and on the Sapienza website www.uniroma1.it/studenti/laureati/Master. This publication must be considered official information to all interested parties and therefore no individual communication will be sent on the selection results.

8 – Registration

Only selected students may register with the Master. To be regularly registered, the selected students must pay a fee of **€ 4,700**. The payment can be done in either one instalment by February 1, 2011 or two instalments of **€ 2,350** each by February 1, 2012 and the second instalment by April 30, 2012 second..

The payment must to be made by downloading the relevant form on <https://stud.infostud.uniroma1.it>, which may be accessed by entering the matriculation number and the personal and then by selecting in order: TASSE – IMMATRICOLAZIONE – codice del corso: 14382 - AVANTI - STAMPA.

The payment must be made in any Italian branch of UniCredit-Group and can be carried out:

- by Cash
- by credit card, following online instructions : www.uniroma1.it/studenti/tasse/pagamenti.php;
- By bank account cheque payable in any UniCredit-Group agency;
- By bank account cheque issued in favour of the student by a third person holding an account in any other bank.

The enrolment fee is not reimbursable. The student may submit to the Master Director a request for reimbursement only if the course is not activated.

Candidates who will sit in on lessons must pay a fee of € 1,000 for each module they wish to attend; an amount of € 700.00 must be added to the fee as a fixed university tax. Both amounts must be paid in one instalment by the date fixed by the Master Director. The student sitting in on lessons does not pay the selection fee.

9 - Scholarships

If the Master receives financial contributions, they must be used to cover partially or totally the registration fee taking into account a merit list made by the Master Scientific and Didactic Commission..

10 – Late payment of the registration fee

The students who pay the registration fee are regularly registered and are covered by insurance.

If students on the list do not pay the first instalment within the deadline, they are considered dropout and their registration can be done only after scrolling the list. In case of non-compliance with a payment deadline, an extra-fee of € 60 Euros (for delayed payment) has to be paid for each late instalment. **If the delay is over 60 days, the extra-fee for late payment is € 120 Euros.** The form including the late payment fee will be prepared by the Master Office if the late payment is authorised by the Master Director.

The last-year student and those with a qualified admission pay the Master fees only after their graduation without fines.

11 – Moving to another Master

Transfer from one Master course to another is not allowed.

12 – Waiver

Admitted participants who would like to withdraw from the course must inform the Master Director with a letter or email. This information will be also sent by EuroSapienza to the Master Office. The registration fees, already paid by the dropouts, are not refundable.

13 – Tax for the final Master exam

Before the final exam, participants must pay a graduation fee of € 70 by downloading the relevant form from the website <https://stud.infostud.uniroma1.it>, by writing in their matriculation number and password and selecting in order: - **TASSE – DIRITTI DI SEGRETERIA – tipo di bollettino: selezionare l'opzione esame finale Master – inserire l'anno 2011 - inserire il codice del corso: 14382 – AVANTI – STAMPA.**

If a student has not passed the Master final exam and would like to register for another course for the following academic year, the tax for the final Master exam must be paid before the matriculation with the new course.

14- AlmaLaurea Questionnaire

Before the final exam, students must fill in an AlmaLaurea Questionnaire on the website <https://www.almalaurea.it/lau/registrazione>, having registered through Registration (PHASE 1), inserted username and password in the LOGIN section (PHASE 2), printed the document filled in (PHASE 3) and handed it in at the Didactic Secretariat of the Master's Course.

15 – Obtaining the Degree

At the end of the Master course a final exam is taken in order to obtain the Master degree. The exam consists of the discussion of a Project work.

To be admitted to the final exam the student must have:

- attended the Master activities,
- received the necessary credits for the master formative activities,
- paid the registration fees and the tax for final exam,
- filled in the AlmaLaurea questionnaire,
- printed the related document that must be handed in at the Didactic Secretariat of the Master's course.

The final Project work must be presented and defended in front of a Commission which will give its evaluation in 110th and may unanimously decide a maximum grade and honours (lode). The minimum grade for the Master Diploma is 66/110 (sixty six / one hundred and ten).

The Master Diploma is issued by Sapienza University of Rome. The Master Poster does not report the grade, except the honours. It will be handed out to the Master graduates by the Master Director.

16– Information

Information concerning the **Master** is available at: www.eurosapienza.it .

Contact person:

Prof. Maurizio Boccacci Mariani

Research Centre of “La Sapienza” on European and International Studies *EuroSapienza*.

Via del Castro Laurenziano 9, 00161 Roma

Tel. 06/49766378

e-mail: maurizio.boccaccimariani@uniroma1.it

Master Secretariat:

Dr. Gabriele Jori

Research Centre of “La Sapienza” on European and International Studies *EuroSapienza*.

Via del Castro Laurenziano 9, 00161 Roma

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Roma,

THE RECTOR